

Airport Commission

Kirk A. Martin, Chair
Bruce Miller, Vice-Chair

John Clark
Chris Colbert
William Gilbert
Patricia Griffin
Scott Tracy

City of Santa Barbara Liaison:
Councilmember Frank Hotchkiss

City of Goleta Liaison:
Councilmember Roger Aceves

CITY OF SANTA BARBARA

**AIRPORT COMMISSION
AGENDA**

September 21, 2011

7:00 pm



Airport Staff

Karen Ramsdell
Airport Director
Hazel Johns
Assistant Airport Director
Tracy Lincoln
Airport Operations Manager
Rebecca Fribley
Sr. Property Management Specialist
Mabel Shatavsky
Airport Commission Secretary

ORDER OF BUSINESS: The regular Airport Commission meeting begins at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

PUBLIC COMMENT: At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total time for public comment is fifteen (15) minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.

REQUEST TO SPEAK: A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

REPORTS: Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <http://www.SantaBarbaraCA.gov>. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration office located at 601 Firestone Road, Santa Barbara, CA 93117, during business hours.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

CELLULAR PHONES AND PAGERS: Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is **not** scheduled before them that same day. The total time for public comment is fifteen (15) minutes.

NOTICES

2. That on Wednesday, September 14, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, August 17, 2011.

CONSENT CALENDAR

LEASE AGREEMENTS - Existing Tenants

- 4 SUBJECT: LEASE AGREEMENT – DANIEL R. WALLER, DBA PRECISION MOTORCYCLE SERVICES

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five-year Lease Agreement with Daniel R. Waller, a sole proprietor, dba Precision Motorcycle Services for 2,281 square feet of industrial space in Building 225, Unit B, at 6150 Francis Botello Road, at the Santa Barbara Airport, effective August 1, 2011, for a monthly rental of \$2,392, exclusive of utilities.

5. SUBJECT: LEASE AGREEMENT – GREG MOORE ELECTRIC, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Greg Moore Electric, Inc., a California Corporation, for 4,221 square feet of land at 135 Frederick Lopez Road, at the Santa Barbara Airport, effective August 1, 2011, for a monthly rental of \$825.

6. SUBJECT: AUGUST 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ADMINISTRATIVE REPORTS

7. SUBJECT: AIRLINE TERMINAL STATUS

RECOMMENDATION: That Airport Commission receive an oral report regarding the new airline terminal's first month of operation. – Airport Director Karen Ramsdell

8. SUBJECT: AIRPORT MASTER PLAN

RECOMMENDATION: That Airport Commission receive a report on the development of a Master Plan for the Airport. – Assistant Airport Director Hazel Johns

9. SUBJECT: 2011 FISCAL YEAR-END FINANCIAL REVIEW

RECOMMENDATION: That Airport Commission receive a report on the Airport Department's Fiscal Year 2011 Year-End Financial Review. - Assistant Airport Director Hazel Johns

DIRECTOR'S REPORT

10. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

ADJOURNMENT